

**OCCUPATIONAL THERAPISTS AFFILIATED CREDENTIALING BOARD  
OCTOBER 26, 2004  
MEETING MINUTES**

**PRESENT:** Cindy Erb, OT; Judith Ficks; Dorothy Olson, OTA; Gail Slaughter, OT; and Mylinda Barisas-Matula (Ms. Barsisa-Matula has not been confirmed and thus did not participate in voting)

**EXCUSED:** Deb McKernan-Ace, OTA

**STAFF:** Tom Ryan, Bureau Director; Jacquelynn Rothstein, DRL Board Counsel; and Kevin Murphy, Bureau Assistant

**GUESTS:** Linda Anderson, WOTA

**CALL TO ORDER**

Chair Judith Ficks called the meeting to order at 9:05 a.m.

**APPROVAL OF AGENDA**

**Additions:**

“Rules Review – Cindy Erb” was added between items B and C.

“New Code Book Policy” was added to Item C.

**MOTION:** Gail Slaughter moved, seconded by Cindy Erb, to approve the agenda with additions. Motion carried unanimously.

**APPROVAL OF MINUTES OF JULY 13, 2004**

**MOTION:** Dorothy Olson moved, seconded by Gail Slaughter, to approve the minutes as drafted. Motion carried unanimously.

**ADMINISTRATIVE REPORT**

**2005 Meeting Dates – review for approval**

The Board Chair and Ms. Erb voiced their displeasure at the scheduling of only three meetings for 2005. The Bureau Director stated that he understood their concerns, but that the cut-back in meetings was an unfortunate consequence of recent Departmental budget cuts. Ms. Slaughter urged the Board to think of alternative options for conducting necessary Board business.

**MOTION:** Dorothy Olson moved, seconded by Gail Slaughter, to request a January meeting. Motion carried unanimously.

**MOTION:** Dorothy Olson moved, seconded by Gail Slaughter, to approve the proposed meeting dates for 2005. Motion carried unanimously.

### **Designation of Credentialing Liaison**

**MOTION:** Gail Slaughter moved, seconded by Cindy Erb, to appoint Dorothy Olson as the credentialing liaison. Cindy Erb will serve as the alternate. Motion carried unanimously.

### **DRL Rule RL §§ 4.01, 4.07, 4.08, 4.09 Wis. Admin. Code**

The Bureau Director briefly outlined the recently promulgated Department rule regarding fingerprinting and background checks.

### **CLOSED SESSION**

**MOTION:** Gail Slaughter moved, seconded by Cindy Erb, to convene to closed session to deliberate on cases following hearing (Wis. Stat. 19.85 (1) (a)); consider closing disciplinary investigation with administrative warning (Wis. Stat. 19.85 (1) (b), and Wis. Stat. 440.205); consider individual histories or disciplinary data (Wis. Stat. 19.85 (1) (f);) and to confer with legal counsel (Wis. Stat. 19.85 (1) (g)). Motion carried unanimously in a roll call vote. Ficks—yes; Erb—yes; Olson—yes; Slaughter—yes.

The Board convened into closed session at 9:40 a.m.

### **RECONVENE INTO OPEN SESSION**

**MOTION:** Gail Slaughter moved, seconded by Cindy Erb, to reconvene into open session. Motion carried unanimously.

The Board reconvened into open session at 12:45 p.m.

### **CASE CLOSINGS**

**MOTION:** Gail Slaughter moved, seconded by Cindy Erb, to close case 03 OTB 008 for prosecutorial discretion. Motion carried unanimously.

### **EXAMINATIONS**

**MOTION:** Dorothy Olson moved, seconded by Gail Slaughter, to validate the passing scores of all 4 examinees. Motion carried unanimously.

## **RULES REVIEW – CINDY ERB**

Ms. Erb reviewed the Occupational Therapy rules with the new Board members and expressed confusion as to how the rules apply to changing dynamics within OT.

## **NONTRADITIONAL OT ROLES AND UNLICENSED PRACTICE**

Ms. Erb discussed a number of her concerns regarding OT scope of practice and the unlicensed practice of OT. The Bureau Director and DRL Board Counsel provided some clarification and reminded the Board that the Department is a complaint driven agency.

## **EXAM QUESTION REVIEW**

**MOTION:** Gail Slaughter moved, seconded by Cindy Erb, to appoint Mylinda Barisas-Matula and Deb McKernan-Ace as liaisons to DRL Exam Staff. If Ms. McKernan-Ace cannot participate, Dorothy Olson or a member of the Chair's choosing will fill her spot. Motion carried unanimously.

## **ADJOURNMENT**

**MOTION:** Cindy Erb moved, seconded by Gail Slaughter, to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 2:40 p.m.

**Next Meeting: March 29, 2005**